

WATERBEACH PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7.30 pm on Tuesday 4 June 2019
at the Old Pavilion, Waterbeach.

19/31 THOSE PRESENT / APOLOGIES FOR ABSENCE

Present: Cllrs Bavester, Bull, Gilzean, Grant, Howlett, B Johnson, P Johnson, Rabbett, B Williams (arrived late), J Williams (arrived late), M Williamson, Wright
Apologies: Cllrs Seamarks, Shipp, J Williamson

In Attendance: S Mason – Clerk, County and District Cllr Bradnam, District Cllrs Rippeth and Smith

19/32 OPEN FORUM

No members of the public were present.

19/33 MEMBERS' INTERESTS

Cllr P Johnson – Item 19/41 – committee member for the Day Centre
Cllrs B Johnson – Item 19/41 - personal interest, helps out at the Centre

19/34 MINUTES

The minutes of the Annual Parish Council meeting on 7 May 2019 should have been worded on item 19/24 to say Cllr Shipp declared an interest in *one of the pieces* of land in item 25a. With this amendment made, the minutes were agreed and signed a true record of the meeting.

Proposed: Cllr Rabbett Seconded: Cllr Wright In favour: 8 Abstentions:1

The minutes of the Parish Council meeting on 14 May 2019 were agreed and signed a true record of the meeting

Proposed: Cllr Rabbett Seconded: Cllr Bull In favour: 5 Abstentions: 4

19/35 ANNUAL GOVERNANCE AND ACCOUNTING RETURN

a) To complete and approve by resolution the Governance Statement (Section 1).
Each line entry was considered and votes taken on those which gave rise to discussion:

Governance Statement 5 (assessment of risk etc): Yes statement proposed by Cllr M Williamson Seconded by Cllr Bull. **In favour 7, Against: 3**

Governance Statement 8 (future litigation/liabilities etc) Yes statement proposed by Cllr Bull Seconded by Cllr M Williamson. **In favour: 4 Abstentions:3 Against:3**

Having worked through each Governance Statement in turn, it was **RESOLVED** to enter positive responses to all the line entries in Section 1 of the AGAR.

Proposed: Cllr Bull Seconded: Cllr Howlett In favour 4 Against: 3 Abstentions: 3

Cllrs B and J Williams arrived at 7.55pm.

b) To review and approve the Accounting Statements (Section 2)

It was **RESOLVED** to approve the figures in Section 2 of the AGAR

Proposed: Cllr M Wright Seconded: Cllr Howlett In favour 10 Abstention 1

- c) Report from the Internal Auditor on the 2018-19 Accounts
The Internal Auditor's report was noted.
- d) Exercise of public rights.
The proposed dates of 14 June – 28 July were noted

19/36 CORPORATE DOCUMENTS

- a. risk register
It was agreed to defer this to a later meeting to allow Cllrs more time to consider and inform the Clerk of any suggested amendments.
- b. asset register
Cllrs noted the contents and had no further comments.

19/37 WPC BANKING ARRANGEMENTS

- a. Bank Account signatories - Cllrs noted that the Clerk would take steps to add Cllr B Williams, the Council Vice-Chair as a signatory
- b. Use of BACS payments - It was AGREED to continue to use BACS payments from the Unity Trust current account to settle invoices
Proposed: Cllr Bull Seconded: Cllr B Johnson Unanimous**
- c. Direct debit payments - It was **AGREED** to continue the use of direct debit as currently done
Proposed: Cllr B Johnson Seconded: Cllr Wright Unanimous.

19/38 OFFICER AND COUNCILLOR REPORTS

District Cllr Rippeth reported that the Police and Crime Commissioner was launching a consultation on a proposed move of the Police HQ to a new site adjacent to Milton Park and Ride.

The Clerk reported:

Anti-social behaviour. There were multiple concerns being made to the Clerk and to Councillors about drinkers on the Green The Clerk would write to the Police.

Papworth Accommodation S106 – she would ask again if WPC would be receiving S106 monies for the library.

County Cllr Bradnam:

- noted Cllrs request that S106 was put onto the agenda for the community Forum on 10 July.
- had not heard back from highway regarding a meeting between their development team and the Bannold Road developers, but Cllr Gilzean reported he had seen operatives in the area who he thought were probably from highways.
- Was unaware of proposed water main works in the vicinity of the station and asked Cllr Grant to email details.

Cllr Bull - had been made aware of concerns about driveway works in Wiles Close and would ask the SCDC enforcement team to advise.

Cllr Grant - as Library officer asked that the insurance cover for library books be increased to £75k. She also said the issues regarding access over the summer were still causing concern and being looked at.

Cllr Grant - as Tree officer said she would have been interested in attending the workshop being planned by SCDC but it appeared this would clash with a Council commitment. She also asked if the overhanging trees at Winfold Road could be looked at and a report back to Council.

Cllr Rippeth left the meeting at 8.45pm.

19/39 HEALTH AND SAFETY

The existing Health and Safety policy was reviewed and it was **AGREED** to confirm its continuation.

Proposed: Cllr Bull Seconded: Cllr B Williams In favour: 10 Abstentions: 2

The following issues were raised:

Burgess Drove – serious concerns about the state of the road and potential to damage vehicles

Bannold Road/Way Lane – debris in the gullies and drains being filled with rubble – report submitted to CCC

Willow trees between the station and Clayhithe Bridge – Cllr Grant was raising concerns about the trees with Highways.

High Street/Cattell's Lane – there were reports that a resident had been knocked off her cycle by a car near the hairdressers.

County Cllr Bradnam arrived at 8.50.

19/40 AGE UK WARDEN

Councillors noted that WPC was holding £1,197 in grant received from the Evelyn Trust and **AGREED** this should be forwarded to Age UK.

Proposed: Cllr Bull Seconded: Cllr Gilzean Unanimous

19/41 GRANTS/APPLICATIONS

The following grants were **APPROVED**:

Waterbeach Day Centre - £2,000

Proposed: Cllr Gilzean Seconded: Cllr Wright In favour: 11 Abstentions: 1

Relate - £500

Proposed: Cllr J Williams Seconded: Cllr Wright Unanimous

19/42 MONTHLY PAYMENTS AND BANK RECONCILIATION STATEMENT

The payment list for May was **APPROVED**

Proposed: Cllr Bavester Seconded: Cllr B Johnson In favour: 11 Abstentions: 2

The Bank reconciliation was noted.

19/43 MAJOR DEVELOPMENTS

Standing item

a. Urban and Civic

The Clerk was asked to request from SCDC a brief about the process going forward now the the development had received Outline Planning Permission.

b. RLW Planning application S/2075/18/OL

c. Energy from Waste Plant S3372/17/CW

d. Relocated railway station

b-d were not discussed

19/44 S106 PROJECTS

It was suggested Cllrs B Johnson, Bull and Howlett (with B Williams and Gilzean as reserves) should meet with the Bowls Club about the pavilion.

The delay to the car park was noted – the Clerk was pursuing.

19/45 This item was inadvertently missed off the Agenda and therefore is not being used

19/46 WATERBEACH MILITARY MUSUEM

Councillors **AGREED** that Peter Johnson as its nominated Trustee at the WP representative on the Museum committee. He confirmed he was willing to continue.

Proposed: Cllr Rabbett Seconded: Cllr Bull In favour: 11 Abstentions: 1

19/47 COMMITTEES AND WORKING PARTIES

The Neighbourhood Plan Design principles had been agreed by Planning Committee and would be submitted to Council for formal ratification.

No further updates.

The meeting closed at 9.35pm